

**MEETING OF THE
WINNEBAGO COUNTY
DEPARTMENT OF HUMAN SERVICES BOARD**

Minutes

DATE: Thursday, October 8, 2009

TIME: 3:30 p.m.

PLACE: Neenah Human Services Building

MEMBERS PRESENT: Don Griesbach, Jef Hall, Jim Kozickowski, Ron Kuehl, Mike Norton, Rob Paterson, Harvey Rengstorf, and Tom Widener

MEMBERS EXCUSED: Donna Lohry

STAFF PRESENT: Bill Topel, Ken Stoffel, Tom Saari, Ellen Shute, Mary Krueger, Leo Podoski, Ann Kriegel, and Dorothy De Grace

OTHERS PRESENT: Lynnae Sievert – Cerebral Palsy of Mideast Wisconsin; Lea Kitz – ARC; and Connie Kafura – Lakeside Packaging Plus, Inc.

Jim Kozickowski called the meeting to order at 3:30 p.m.

AGENDA ITEM #1: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments.

AGENDA ITEM #2: APPROVE MINUTES OF THE SEPTEMBER 10, 2009 HUMAN SERVICES BOARD MEETING

Harvey Rengstorf moved for approval of these minutes with no additions or corrections; seconded by Ron Kuehl and carried (6-0). (Norton & Hall not present yet).

AGENDA ITEM #3: ACCEPT MINUTES OF THE AUGUST 26, 2009 COMMISSION ON AGING MEETING AND THE SEPTEMBER 1, 2009 FAMILY SUPPORT PROGRAM ADVISORY COMMITTEE MEETING

With no additions or corrections, Don Griesbach moved to accept these minutes; seconded by Tom Widener and carried (6-0).

AGENDA ITEM #4: 2009 FINANCIAL PROJECTION REPORT

Ellen Shute said we have a \$383,624 anticipated surplus at this time. Juvenile corrections placements have decreased to an 8.2 average daily population for August. Residential care placements have increased, but we are hoping that some of the kids will have a shorter stay than if they were in a correctional facility. The average daily population for specialty hospitals is at 5.9, which is a slight variance from last month. Ellen said we continue to monitor travel expenses so that we won't need to request a budget transfer.

AGENDA ITEM #5: 2010 BUDGET – AMEND ADMINISTRATIVE SERVICES DIVISION TABLE OF ORGANIZATION

Ellen Shute informed the Board that an Administrative Services supervisor is planning to retire at year's end, and we are proposing an amendment to the division's Table of Organization for 2010. Ellen said we are recommending that the position be eliminated and that an hourly position be created. The approximate savings between the two labor costs would be \$22,700. It will create a leaner organizational structure for our current needs and for our future predicted needs. Ellen said the title of coordinator will be replaced by the title of supervisor for the administrative supervisory positions.

Harvey Rengstorf moved for approval of the amendment to the Administrative Services Division Table of Organization; seconded by Mike Norton and carried (8-0). This recommendation will be brought before the County Board as an amendment during the 2010 Budget process.

AGENDA ITEM #6: ADRC (Aging & Disability Resource Center) & FAMILY CARE UPDATES

Ken Stoffel said the Lakeland Family Care District has hired Katie Mnuk as its Director. They have also hired a Human Resources Director and a Quality Manager, and they are currently interviewing for a Finance Director, a Training Coordinator and a Provider Group Manager. The District has submitted a request for proposal (RFP) to the state to be certified as a provider of Family Care. Fond du Lac and Manitowoc counties have designated locations for their Family Care facility, and Winnebago is still working on choosing its location. Bill Topel said our county is doing all that we can to assist in making the Lakeland Family Care District work for the citizens of the county.

Ken said we will soon be concluding the interviews for the ADRC positions. Jim Koziczkowski said the District is working on developing an equitable wage and benefits package for all of its employees.

AGENDA ITEM #7: DIRECTOR'S REPORT

Bill Topel said that at the last Wisconsin Counties Human Services Association (WCHSA) Executive Board meeting it was shared that their goal is to regionalize Human Service operations in the state. He will bring any further information to the Board as he receives it.

AGENDA ITEM #8: BOARD MEMBERS' REPORTS

Tom Widener reported on his attendance at the recent WCHSA Executive Board meeting.

Mike Norton said he attended the all-agency staff meeting in September, and he found it very informative.

Harvey Rengstorf said there will be three individuals graduating from Drug Court on October 30.

PROGRAM: STRATEGIC PLAN REPORT

Bill Topel shared information from his strategic plan outcome data report. He said the use of the new video conferencing and tele-health equipment that we purchased with grant funds has saved travel expense and travel time for employees. We have contracted with a child psychiatrist who will be using video conferencing equipment between his office and ours. We estimate a savings of several thousand dollars so far.

Bill said we added a psychiatric nurse and a resident program professional to our crisis center operation at Summit House, which is now an 8-bed hospital diversion program. From April 1 through September 30 there were 546 diversions from hospital stays. The estimated cost savings is \$338,793.

The intensive in-home team consists of a therapist and an intensive case manager who work with ten high risk families to prevent placements or to return children home from placements. We project an estimated cost savings of \$200,400 through September.

An extra home consultant in the Child Welfare Division is expected to generate an estimated \$30,000 yearly savings.

The hiring of two intensive in-home Child Protective Services social workers is estimated to save well over \$80,000.

Our work with CESA #6 for Individual Youth Services has been ongoing for about ten years. Because of the increased number of referrals from us, they have had to increase their staff and improve their crisis management skills. We have collaboratively worked with them in this training and we have become partners in billing to Medicaid.

We have a new contract with Professional Services Group for specialized youth work and case management. We expect to receive some Medicaid revenue from our collaborative work with them.

Bill shared a list of potential program revisions or expansions for the year 2010 and beyond.

With no further business Mike Norton moved for adjournment; seconded by Ron Kuehl and carried unanimously at 5:00 p.m. The next meeting of the Human Services Board will be **Thursday, November 12, 2009 at 3:30 p.m.**

Respectfully submitted by:

Donna Lohry, Human Services Board Secretary
/dd